



# Frederick County Board of Elections

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## MINUTES of the August 4, 2021 Meeting of The Frederick County Board of Elections

The meeting was called to order at 2:03 PM, via video and teleconference by the Board President, Mrs. Mary Lou Green.

### **PRESENT:**

Mary Lou Green, President  
Shirley McDonald, Vice President  
Lawrence C. Hill, Secretary  
Mary Costello, Board Member  
William Woodcock, Board Member  
Daniel B. Loftus, Board Counsel

Barbara Wagner, Interim Election Director  
Christine Winer, Election Supervisor  
Clifton Mowell, Election IT Specialist  
Marc R. Welch, Election Program Assistant  
MC Keegan-Ayer, County Council President

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### **GUESTS:**

Deborah Carter, Chair, Frederick County Democratic Central Committee.  
Kathryn Gerard, a Chief Judge for the Baltimore County Board of Elections.

### **ADDITIONS OR CHANGES TO AGENDA:**

Mrs. Wagner added a discussion of the Election Director's Report, and a discussion about a proposed bylaw change.

### **APPROVAL OF MINUTES:**

Mrs. Costello made a motion to accept the July 7, 2021 meeting minutes. Mr. Woodcock seconded and the motion passed unanimously.

### **COUNCIL:**

Mrs. Keegan-Ayer updated the Board on the efforts of the Redistricting Commission meeting. The next meeting will be scheduled for the end of August. Council will begin work on proposals for the County's legislative package in September.

The Board discussed the Council Liaison's report.

## **ELECTION DIRECTOR'S REPORT**

Mrs. Wagner provided a written copy of the Election Director's report, and provided an overview of the contents of the report.

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## **OLD BUSINESS:**

### **A. FY22 BUDGET UPDATE**

Mrs. Wagner updated the Board on the current budget.

### **B. MUNICIPAL ELECTIONS**

Ms. Winer updated the Board on the upcoming municipal elections. The next municipal election is Walkersville. Registration closes on August 13.

Ms. Winer also updated the Board on the status of candidate filings.

### **C. CITY OF FREDERICK ELECTION**

Mrs. Wagner updated the Board on the progress of the City Election. Ballots are expected to be mailed beginning the week of August 16, 2021. Training for approximately 40 election judges who will serve during the City of Frederick Primary Election will occur the week of August 30, 2021.

### **D. MAEO 2021 CONFERENCE**

Mr. Welch updated the Board on the current planning for the 2021 MAEO Conference in Ocean City. The Board discussed the Conference.

### **E. OPEN MEETINGS AND RECORDINGS**

Mr. Mowell updated the Board on preparations to stream meetings via Facebook and the County's web portal. He also provided an overview of the Public Input software to be used to allow citizens to listen and/or comment during meetings. The software will integrate with WebEx and Facebook to provide an easy method for public access. The Board discussed the new process.

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## **NEW BUSINESS:**

### **A. PROPOSED LEGISLATION - ELECTION LAW 11-302**

Mrs. Wagner provided an overview of the Student and Military Voter Empowerment Act. Ms. Winer stated that military voters will be able to use their common access card to sign the mail-in ballot request form electronically.

The proposed Absentee Ballot and Voting (11-302) bill will make permanent the ballot curing and other features from the 2020 Election that were implemented by emergency regulation.

## **B. BYLAWS UPDATE**

Mr. Loftus advised the Board needs to update the bylaws to reflect the new meeting time. He explained the procedure for amending the bylaws to change to 2:00 PM from 12:30 PM. Mr. Woodcock made a motion to update the bylaws to reflect the current meeting time of 2:00 PM. Mr. Hill seconded the motion and it passed unanimously.

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## **NEXT MEETING:**

The Board agreed to hold its next meeting September 1, 2021 at 2:00 PM via video and teleconference.

## **EXECUTIVE SESSION SUMMARY:**

At 2:37 PM, Mrs. Wagner requested the Board adjourn the public meeting and proceed to Executive Session. This action is in accordance with the authority granted under the Annotated Code of Maryland, General Provisions Article, Section 3-305. This session discussed the following subsections under this provision:

- 3-305 (b)(1) to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals.
- 3-305(b)(7) to consult with counsel to obtain legal advice.

Mr. Woodcock made a motion to proceed to executive session. Mrs. Costello seconded, and the motion passed unanimously.

The Board recessed briefly and reconvened in executive session at 2:44 PM.

During the executive session, the Board discussed the following matters:

- 1) Addition of an executive session summary to the meeting minutes.

- 2) Funding for the Election Director position.
- 3) Approval of the Board Counsel's contract.
- 4) Counsel explained the process of hiring a new, permanent Election Director.
- 5) A public information request.
- 6) The Interim Election Director discussed a personnel issue.

**ADJOURNMENT:**

Mr. Woodcock made a motion to adjourn the meeting. Mr. Hill seconded, and the motion passed unanimously.

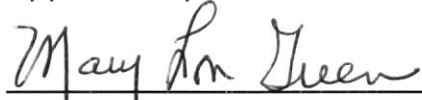
Meeting adjourned at 3:35 PM.

Respectfully submitted,



Marc R. Welch, CERA  
Election Program Assistant II

Approved by:



Mary Lou Green, Board President

9/7/21  
Date